



**FACTORS RELATED TO OFFICE LAYOUT THAT EFFECTS
EMPLOYEES PRODUCTIVITY AT PETRONAS PENAPISAN (MELAKA)
SDN. BHD.**

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**BACHELOR OF BUSINESS ADMINISTRATION
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"DECLARATION OF ORIGINAL WORK"

We, Nur Nadirah Bt Yusop and,
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Hereby, declare that:

- This work has not previously been accepted in substance for any degree, locally or overseas, and is not being concurrently submitted for this degree or any other degrees.
- This project-paper is the result of our independent work and investigation, except where otherwise stated.
- All verbatim extracts have been distinguished by quotation marks and sources of our information have been specifically acknowledged.

Signature: _____

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LETTER OF TRANSMITTAL

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En Idris Bin Osman,

The Head of Program,

Universiti Teknologi MARA Melaka City Campus,

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Dear Sir/Madam,

SUBMISSION OF HUMAN RESOURCE MANAGEMENT PROJECT PAPER (HRM 661): A STUDY ON FACTORS RELATED TO OFFICE LAYOUT THAT EFFECT EMPLOYEE PRODUCTIVITY.

We are required to do a project paper on the above topic. Hereby, we submitted this report and really hope that this work will fulfill the requirement for the Bachelor of Business Administration (Hons) Human Resource Management.

Thank you.

Yours sincerely,

Nur Nadirah Binti Yusop

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ABSTRACT

This paper present the analysis on the relationship between the office layout elements and employees productivity. The research focused on four elements that necessarily related to designing a conducive office layout which is Spatial Arrangement, Temperature, Noise and Lighting and investigates it relationship towards determining employees productivity. Three objectives are presented which is first, to highlight the needs of better workplace for improving employees productivity, second to determine the effect of office layout on employee productivity and the third objectives are to analyze features which employee value in their office layout. All three objectives aimed for a improving the workplace for betterment thus increase employees work quality. For this purpose, 109 reliable respondent from PETRONAS Penapisan Melaka Sdn Bhd were studied and findings results shows that the four elements of office layout has a substantial influence on employees productivity. Findings on this research shows a positive relationship between the four independent variables with the dependent variable which is productivity whereby spatial arrangement at ($r = 0.523$, $P < 0.01$), temperature at ($r = 0.547$, $P < 0.01$), noise at ($r = 0.523$, $P < 0.01$) and lighting at ($r = 0.523$, $P < 0.01$).

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